

MINUTES
McLEAN COUNTY 377 BOARD
REGULAR MEETING – MAY 9, 2012

MEMBERS PRESENT: Powell, Kerber, Tello, and Turley

MEMBERS ABSENT:

STAFF PRESENT: Howe, Anderson K, Anderson T, Coverston Anderson, Dreyer, and Voss

CALL TO ORDER: Powell called the 377 Board meeting to order at 5:31 p.m., with no corrections to the agenda.

PUBLIC PRESENT: Bowers, Emm, and Owens – Board of Health

MINUTES: Powell requested approval for the minutes of January 11, 2012.

Turley/Kerber moved and seconded the minutes of January 11, 2012. Motion carried.

CONSENT AGENDA

1. Bills – Jan	\$54,700.50
2. Bills – Feb	\$54,700.50
3. Bills - March	\$54,700.50
4. Bills - April	\$54,700.50

Tello/Turley moved and seconded the Consent Agenda as printed. Motion carried.

OLD/NEW BUSINESS: Howe requested approval for the FY13 Developmental Disabilities Funding. Initial recommendations were sent out to 377 Board Members based upon preliminary analysis of agency applications, Board planning and funding priorities, and information provided through agency applications for funding. This information was distributed earlier in order to allow an opportunity for advanced input or observations.

Howe distributed a copy of four recommendations for the Board to approve. Option #1 contained a 1% increase for each agency; Option #2 contained a 2% increase for each agency; Option #3 contained a 1% increase for each agency but marcfirst Supported Employment and Supported Living at flat funding and showed the option to increase the SPICE program per the request from marcfirst; and Option #4 contained a 2% for each agency but again left Supported Employment and Supported Living at flat funding and increased the SPICE program per marcfirst request. The two options reflecting flat funding for Supported Employment and Living at marcfirst moved all program adjustments to SPICE but left overall agency increases in line with other requesting agencies.

Tello inquired if each agency was given the 1% increase would the 377 Board be well within the rate limits targeted by the County. Howe explained that the State funding for mental health/DD will probably continue to decrease. Tello inquired if the 377 Board allocated at one of the options and find that the Board could offer more what would happen. Howe explained that the Board would have the agencies reapply for additional funding with targeted outcomes for the new funds. Tello expressed the pro's as being fiscally sound, and the con's as a lot of extra work. Tello questioned what would happen if the 2% was approved and Board could not deliver. Howe explained that with the EAV clause contained in the contract, and with the County levy not seeing growth, parameters may include a reduction in the 2nd half of the contract year.

Howe also explained that in light of current financial conditions and the projected reduction in EAV growth for the coming fiscal year, a contract reserve will need to be exercised. It is recommended that all FY13 agreements include a reserve clause effective January 1, 2013 pending approval of the Health Department's 2013 County budget. After much discussion,

Tello/Kerber moved and seconded the amounts contained in Option #4 as follows: marcfirst, SPICE \$30,270, Supported Living \$286,560, and Supported Employment 149,844; UCP Supported Employment \$182,896; LIFE-CIL \$13,109; and Lutheran Child and Family Services \$6,854. Motion carried.

STAFF REPORT: None

ADJOURN: Kerber moved and the 377 Board meeting was adjourned at 5:44 p.m.

MINUTES
McLEAN COUNTY T.B. BOARD
REGULAR MEETING – MAY 9, 2012

MEMBERS PRESENT: Powell, Bowers, Kerber, and Tello

MEMBERS ABSENT: Naour

STAFF PRESENT: Howe, Anderson K, Anderson T, Coverston Anderson, Dreyer, and Voss

CALL TO ORDER: Powell called the T.B. Board meeting to order at 5:44 p.m., with no corrections to the agenda.

PUBLIC PRESENT: Emm and Owens, Board of Health members

MINUTES: Powell requested approval for the minutes of January 11, 2012.

Kerber/Bowers moved and seconded the minutes of January 11, 2012. Motion carried.

CONSENT AGENDA:

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|----------------|-------------|
| 1. Bills – Jan | \$ 7,219.62 |
| 2. Bills – Feb | \$ 9,020.72 |
| 3. Bills – Mar | \$15,427.57 |
| 4. Bills – Apr | \$ 8,288.71 |

Kerber/Tello moved and seconded the Consent Agenda as printed. Motion carried.

STAFF REPORTS: Coverston reviewed the quarterly report on page 25 in the packet. She noted that the numbers are down compared to last year as well as the skin tests. She explained that this may be due in part to the vacancy of the lead TB nurse. However, she noted that the vacancy has been filled and staff has been reassigned to best meet the programming needs of the clinics.

Coverston reported that in the DOT program there were two clients being observed in the first quarter but at present there is only one.

OLD/NEW BUSINESS: None

ADJOURN: Tello moved and the TB Board meeting was adjourned at 5:48 p.m.

MINUTES
McLEAN COUNTY BOARD OF HEALTH
REGULAR MEETING – MAY 9, 2012

MEMBERS PRESENT: Powell, Bowers, Emm, Kerber, Owens, Tello and Turley

MEMBERS ABSENT: Naour

STAFF PRESENT: Howe, Anderson K, Anderson T, Coverston Anderson, Dreyer, and Voss

CALL TO ORDER: Powell called the T.B. Board meeting to order at 5:48 p.m., with no corrections to the agenda.

PUBLIC PRESENT:

MINUTES: Powell requested approval for the minutes of January 11, 2012.

Emm/Owens moved and seconded the minutes of January 11, 2012. Motion carried.

CONSENT AGENDA

1. Bills to be Paid

		<u>January 2012</u>	<u>February 2012</u>	<u>March 2012</u>	<u>April 2012</u>
Health Dept	112-61	\$741,326.27	\$154,127.12	\$181,683.10	\$131,427.02
Dental Sealant	102-61	20,589.94	25,197.05	27,008.88	75,834.74
WIC	103-61	8,308.28	12,994.76	13,204.29	7,868.21
Prev Health	105-61	3,066.11	4,443.35	9,845.23	4,256.93
Family Case	106-61	16,599.08	19,049.98	24,176.51	13,166.71
AIDS/CD	107-61	4,972.63	5,190.80	9,345.44	5,671.67

Owens/Turley moved and seconded the Consent Agenda as printed. Motion carried.

COMMITTEE REPORTS: Coverston Anderson reported for the Scott Commission. She reported on some January 2012 statistics: \$74.58 average price paid for prescriptions; \$2500 total paid out for prescriptions; 91 trips were made delivering clients to appointments; \$1900 paid out for dental procedures; 42 patients had eye exams; and 79 pairs of glasses were dispensed.

Coverston Anderson noted that the Commission is meeting to discuss how to expend some additional revenue. Howe reported that the Health Department has approached the Commission with some options to support Health Department programming. Coverston Anderson explained that there is interest in paying an adult dentist to see patients one Saturday a month for needed dental services. Tello inquired as to the amount. Coverston Anderson stated that approximately \$25,000 a year would support a dentist, hygienist, OSS, and supplies for a number of Saturday clinics.

OLD BUSINESS: Howe requested approval for the CONTINUING GRANT, IDPH Asthma Grant. The program entails providing asthma action plans and asthma education for children with asthma and for those involved in the care of people with asthma. The \$3,250 award covers the period September 1, 2011 through August 31, 2012. Howe explained that staff works with school nurses in the community to provide educational materials for 2nd graders on how to interact with people with asthma. Currently there are 11 partner schools offering education services. Howe also shared some of the educational materials with the Board.

Turley/Bowers moved and seconded the approval for the CONTINUING GRANT, IDPH Asthma from a Public Health Perspective grant in the amount of \$3,250. Motion carried.

Howe requested approval for the CONTINUING GRANT, FY13 Susan G. Komen Grant, April 1, 2012 through March 31, 2013 in the amount of \$24,300. Included in the packet was revised budget summary page. The FY13 revised proposal reflects a 40% reduction from the previous year funding level of \$40,000. The funds are to be used to deliver the Your Health in Your Hands message to women in 20 rural communities in McLean County. Howe stated that primarily this will reduce staff support for the program. This grant year, Farm Services Company will be sending information to rural customers about breast cancer awareness through their newsletters, going out with utility bills. Information will also be shared with rural libraries. Tello wished to pass kudos's to the individuals that came up with the idea to include the information with bills. Howe shared a couple of books that are shared with rural libraries.

Owens/Emm moved and seconded the approval for the CONTINUING GRANT, FY13 Susan G. Komen Grant, April 1, 2012 through March 31, 2013 in the amount of \$24,300. Motion carried.

NEW BUSINESS: Howe requested approval for the FY13 Mental Health & Substance Abuse Funding. As previously stated, initial recommendations were sent out to Board Members based upon preliminary review of agency applications, Howe indicated that State funding is being reduced for Mental Health services just as with DD services. As in the 377 Board meeting, Howe distributed four recommendations for the Board to choose from for funding. Option #1 contained a 1% increase for each agency; Option #2 contained a 2% increase for each agency; Option #3 contained a 1% increase for each agency but leaves Drug Court at level funding and reduces AVERT by 46%. However, Howe noted that if AVERT received flat funding the levy increase would be 1.47%. If Drug Court received an 1% increase and AVERT remained with decreased funding the levy increase would be 1.32%. Option #4 increases each agency by 2% but again leaves Drug Court at level funding and reduces AVERT by 46%.

Howe updated the Board concerning the hiring of the advanced practice nurse at CHS to provide psychiatric services. Bowers inquired about the funding philosophy for Drug Court. Howe explained the history of drug court funding and impact on the Health Department levy. Powell noted that Drug Court has been very successful. Howe explained that since the program really is overseen by Court Services, the new contract requires reports also be shared with Court Services. Powell questioned if the advance practice nurse is seeing patients at Center for Human Services. Howe stated that she recently began seeing patients in late May. Tello questioned how mental health services were using the tax levy. Howe explained that current services are funded below the maximum levy, but the issue is the overall levy of the County. Owens added that the County is concerned about no new growth in the levy as a whole and he believes Option 3 is a good conservative approach.

Owens/Tello moved and seconded the approval of Option 3 for the FY13 Mental Health & Substance Abuse Funding. The agency and amounts as follows: Center for Human Services – ECI \$365,915, Psychiatrist \$311,868; Chestnut - \$145,440, Drug Court \$182,064; Project Oz \$56,867; PATH, \$38,020; and AVERT, \$5,501. Motion carried.

6:08 p.m. Owens left.

Howe requested approval for the CONTINUING GRANT FY13 – Bloomington & Normal, Animal Control Contracts. The Town of Normal's agreements run April 1, 2012 through March 31, 2013 and the City of Bloomington's agreements cover the period May 1, 2012 through April 30, 2013. All contracts were approved with no resistance from either municipality.

Tello/Turley moved and seconded the approval for the CONTINUING GRANT FY13 – Bloomington & Normal, Animal Contracts.

Howe requested approval for the CONTINUING GRANT– FY13 IDPH, Local Health Protection in the amount of \$180,278. Funds from this grant are used to provide funding to address infectious diseases, food protection, potable water supplies and private sewage disposal throughout McLean County in accordance with the Department of Public Health standards adopted by rule 77 IL ADM Code 615. The award covers the period July 1, 2012 through June 30, 2013. Howe noted that the department contributes an additional \$864,004 in support of these programs.

Emm/Bowers moved and seconded the approval for the CONTINUING GRANT– FY13 IDPH, Local Health Protection in the amount of \$180,278. Motion carried.

Howe requested approval for the CONTINUING GRANT, FY13 IDPH, Genetics Grant in the amount of \$11,500. The funds from this grant are used to support increased availability of genetic services to families who are at risk or have a genetic concern or condition. Family Case Management operates the program by screening clients with the IDPH Family Health History Questionnaire for participation. Client education, follow-up and referrals are made as appropriate. This \$11,500 grant represents flat funding from FY12.

Tello inquired if this covers screening and referral. Howe explained that the screening process is done with the questionnaire. Bowers inquired what it entailed. Anderson explained that it is basic family history with genetic questions. Emm inquired how many referrals are made. Anderson noted that in the first quarter of this year seven clients were referred. Howe stated that the department may refer 30 clients on for further genetic testing annually.

Tello/Emm moved and seconded the approval for the CONTINUING GRANT, FY13 IDPH, Genetics Grant in the amount of \$11,500. Motion carried.

Howe requested approval for an extension of the CONTINUING GRANT, IPHA, HIV Prevention Program, January 1, 2011 through June 30, 2012, in the amount of \$50,327. The six month extension carries the grant contract out until June 30, 2012. The extension is designed to put the HIV Prevention Grant back on the standard State fiscal contract cycle that normally runs July through June. The contract extension is pro-rated at the identical rate as the first 12 months of SFY2011. This extension increases the 12 month contract from \$33,551 to \$50,327.

Howe further explained that it is the same rate of funding it merely allows for changing the dates. However, staff has begun the planning process for FY13 and is projecting a 50% reduction in funding. Tello questioned if this program is being drastically reduced. Howe explained that the program is looking at what can be done to assure client services. Turley questioned if the funding was cut just for outreach. Howe noted that staff is looking to integrate services with STD programming so that clients are provided with needed services.

Tello/Turley moved and seconded the approval for the CONTINUING GRANT, IPHA, HIV Prevention Program, January 1, 2011 through June 30, 2012, in the amount of \$50,327. Motion carried.

Howe requested approval for the NEW CONTRACT with Government Payment Service, Inc. (d/b/a GovPayNet). The Participation Agreement with Government Payment Service, Inc. to act as the intermediary for the Health Department to accept credit cards from consumers to pay for services provided by the Department. The Provider Agreement secures immediate payment without risk to the Department and passes user fees on to the consumer as negotiated by GPS with the card issuer. The agreement is effective for five years with automatic

renewal but includes a 30 day out clause for either participant. This agreement will extend credit card acceptance to Visa cards not currently accepted by State of Illinois E-Pay. Dreyer explained that currently the Circuit Clerk is using this service and there is no risk to programs. Tello inquired how soon the service would be in effect. Dreyer hopes to have it operating by early August.

Bowers/Kerber moved and seconded the approval for the NEW CONTRACT with Government Payment Service, Inc. (d/b/a GovPayNet). Motion carried.

Howe requested approval for the NEW CONTRACT with Meridian Health Plan who is a Managed Care Organization engaged and authorized by the Illinois Department of Healthcare and Family Services (HFS) to arrange for the provision of basic health care services to persons enrolled in their prepaid health plan as a Medicaid Home for individuals enrolled in the State Medicaid Program. This agreement will allow individuals who select Meridian as their health care home to be provided Medicaid health services from the McLean County Health Department to which the Health Department will be paid by Meridian Health Plan an agreed rate to serve its clients. Howe explained that staff recommends approving the contract with Meridian Health Plan for the provision of Medicaid services to enrollees of the preselected health care home for State Medicaid services. The program will take affect with the completion of the formalized agreement.

Howe also explained that the Meridian Health plan provides incentive programs with enhanced rates. Tello inquired if payments were received more timely. Howe noted that payments should be timelier than the State and the bigger issue is competition among other services. This is an avenue to assure no loss to services.

Tello/Emm moved and seconded the approval for the NEW CONTRACT with Meridian Health Plan who is a Managed Care Organization engaged and authorized by the Illinois Department of Healthcare and Family Services (HFS) to arrange for the provision of basic health care services. Motion carried.

Coverston Anderson requested approval and adoption of the 2012- 2017 McLean County Health Department IPLAN. Included in the plan was an Executive Summary that gave an overview of the needs assessment, plan and process. A State-approved IPLAN is a necessary component of a local health department's certification process. Coverston Anderson was pleased with the Community Health Advisory Council (CHAC) member's work, which included 25 members from 18 organizations, and stated that it was a very solid plan. Coverston Anderson let the Board know that many thanks were owed to Jackie Lanier, health promotions specialist, who kept everyone on track and assured the document contained all the necessary elements.

Tello inquired about it being an evidence-based plan. Coverston Anderson stated that the documentation included in the plan contained evidence-based elements taken from numerous sources and she felt it was the closest true community health plan McLean County has submitted to date. After final review, it will be submitted to the State for adoption.

Kerber/Bowers moved and seconded the approval for the adoption of the 2012 through 2017 IPLAN, and forward it to the State. Motion carried.

DIRECTOR'S REPORT: Howe directed the Board to pages 10 and 11 in the packet and discussed the summaries. Howe explained that all organizations increased services except for Center for Human Services. He further noted that the decline in services should improve with the hiring of the advanced practice nurse.

STAFF REPORTS: Anderson reported for the Environmental Health division and explained the report on packet pages 12-15. Anderson noted that currently there are 810 active food permits compared to 800 this time last year and that there are 114 temporary permits compared to 97 at the end of May last year. Anderson reported that his division has recently had inquiries about mobile food units. Bowers inquired about what makes a permit mobile. Turley inquired about ice cream trucks. Anderson further explained that any food holder that drives from location to location to serve food items is considered a mobile permit holder.

Anderson explained that permits issued for replacement of a previous illegal system for the year are down to 12 versus 16 at this time last year. Anderson did report that 3,000 gallon of raw sewage was removed per day by these replacements. However, septic system evaluations received and reviewed for the year was up to 62 versus 41 this time last year. Anderson noted that with the warmer weather staff has seen an increase in food complaints and solid waste inquires which may be because more people are out and about early this year.

Anderson gave an update on the States NPDES program. He reported that he attended several meetings about the issues and he felt none of the agencies are going to be meeting the January 1, 2013 Federal (USEPA) deadline. The activation date is more general and issues will have to be complied with in 6 months.

Tello inquired about the permit from the USEPA for the construction of a sand filter and also will it affect residents with existing systems. Anderson stated, "Yes, if they can acquire documentation that the department can approve". The burden of proof will be on the property owner. Anderson further explained that Health Department staff will be fielding a lot of questions regarding the legislation and will forward them to Region 6 USEPA in Chicago. Discussion followed. Anderson noted that currently there are 9200 active septic permits in the County and 2000 of them are surface discharge. These requirements come from the Clean Water Act.

Anderson reported that the West Nile Virus program is underway and that WNV surveillance will begin on May 21, 2012 and he explained that there will be three locations monitored versus two from last year.

Dreyer reported for the Administration division and reviewed the pages on packet pages 17-20. Dreyer explained that revenue numbers in all programs appear low due to not receiving property taxes yet but will in June. In the Health Fund, intergovernmental revenue appears to be high because \$108,000 2011 Medicaid revenue that had to be moved into 2012 due to late payments from the state. All the expenses are what would be expected for this time of year with a total of 20% of the budget. However, capital expenses are at 29% of the budget due to the purchase of a new truck for the animal control program. The fund balance as of March 31, 2012 was \$1,529,873.

Coverston Anderson reported for the Community Health Services division noting that the report was on packet pages 21 through 24. She noted that the Dental program has installed EagleSoft, a electronic medical record and dental clinic scheduling software system. This required closing the dental clinic for 5 ½ days to install and train staff.

The CHS division recently had two OSSI staff resign and is currently working to fill one part time position because of a part-time employee filling one of the two filled positions.

Coverston Anderson noted that the Home Nursing program applied and successfully renewed the Home Nursing Agency license good through March 31, 2013.

Coverston Anderson stated that a conference call with the state is

scheduled for May 15th to give STD/HIV staff an update on the state plans for the HIV grant.

The CD staff received state-level special recognition for its investigative work during a multi-state Salmonella outbreak. Based on the information provided by the department, they were able to determine the item consumed by the case investigation. The distributor was in the Chicago area, so the FDA sampled product from this department and confirmed the cause of the outbreak.

Coverston Anderson reported that the Public Health Emergency Planning Carryover for 2012 was submitted to IDPH on 2/10/12 to request use of additional preparedness funding remaining from 2011; and with modifications, state approval was given in April 2012, to spend \$24,854 for WiFi upgrades, vaccine transporters, and various other supplies.

Anderson K. reported for the Maternal Child Health Services division noting that the report was on packet pages 26 and 27. She noted that the recently hired nutritionist began this week and staff is interviewing for an OSSI as well as a WIC nurse who transferred to the CD program.

Anderson K. was pleased to report that the FCM program audit went well and that a final written report will be received later in the month. During the last week of March, 30 children came into care which increased the HealthWorks Lead Agency numbers. The first quarter numbers pretty much mirror last year's first quarter numbers for program services. Anderson showed the Tshirt from the AOK program, "Say it Out Loud" which promoted mental health issues and explained that many staff wore the shirt to get discussion started. Anderson also gave out a copy of the Children's Social Competence Checklist which is one tool used to assess social competence by teachers and caregivers in preschools. Tello inquired as to the ages. Anderson K. explained that primarily preschool. Anderson noted that the MCH programs use the ASQ which is ages 0 to 5. Tello asked if it was in Spanish. Anderson stated that it was and it is something that parents can take home.

Howe discussed the Health Education Quarterly report on packet page 28 which shows a decrease in services. This is due in part to a reduction in the Komen and Heart Smart grants. Unfortunately, a reduction in resources equates to a reduction in staff and educational programs will suffer.

BOARD ISSUES: None

ADJOURN: Tello moved and the Board of Health meeting was adjourned at 7:26 p.m. Tello, Turley, and Powell who comprise the Board of Health Executive Committee as well as Howe were asked to stay.

EXECUTIVE SESSION: Powell moved that the Board go into Executive Session for the evaluation of the director at 7:30 p.m.

RECONVENE: Powell moved and the Board meeting was reconvened at 8:30 p.m. The Executive Committee and director conducted the evaluation and established goals for the upcoming year.

ADJOURN: Powell moved and the Board meeting was adjourned at 8:30 p.m.